

From: Molina, Karen (ACL/CMB) <Karen.Molina@acl.hhs.gov>
To: Zavoras, Catherine <czavoras@aging.sc.gov>
CC: Ellison, Ruchelle <rellison@aging.sc.gov>
Kester, Tony <tonykester@aging.sc.gov>
Molina, Karen (ACL/CMB) <Karen.Molina@acl.hhs.gov>
Date: 10/28/2014 4:16:48 PM
Subject: RE: Close out documents 90DR0005

Hi Cat,

Do you have the cumulative SF425? We need that document to close this grant. Please upload it, into the system under grant notes.

Thank you,
Karen

From: Zavoras, Catherine [mailto:czavoras@aging.sc.gov]
Sent: Tuesday, October 28, 2014 11:53 AM
To: Molina, Karen (ACL/CMB)
Cc: Ellison, Ruchelle
Subject: RE: Close out documents 90DR0005

Yes. He signed the property form yesterday, which was why Ruchelled was able to upload it to Grants.
I will follow up on this today.
Thanks!
Cat

Catherine S. Zavoras
State Legal Services Developer
South Carolina Lieutenant Governor's Office on Aging
Office of the State Long Term Care Ombudsman
1301 Gervais Street, Suite 350
Columbia, SC 29201
Phone 803-734-9983, Fax 803-734-9988
czavoras@aging.sc.gov

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From: Molina, Karen (ACL/CMB) [mailto:Karen.Molina@acl.hhs.gov]
Sent: Tuesday, October 28, 2014 10:43 AM
To: Zavoras, Catherine
Cc: Ellison, Ruchelle
Subject: FW: Close out documents 90DR0005

Hi Cat,

Please see highlighted email below.

Is Tony back?

Thanks,
Karen

From: Molina, Karen (ACL/CMB)
Sent: Monday, October 27, 2014 3:03 PM
To: 'Ellison, Ruchelle'; Zavoras, Catherine
Cc: Kester, Tony
Subject: RE: Close out documents 90DR0005

Hi Ruchelle,
Thank you.

We still need the cumulative 425. Do you know if funds will be de-obligated?

Thank you,
Karen

From: Ellison, Ruchelle [<mailto:rellison@aging.sc.gov>]
Sent: Monday, October 27, 2014 10:51 AM
To: Molina, Karen (ACL/CMB); Zavoras, Catherine
Cc: Kester, Tony
Subject: RE: Close out documents
Importance: High

Ms. Molina,

The Property Inventory and Disposition Statement has been uploaded in Grant Solutions.

Please let us know if you need additional information regarding this grant closeout.

Thanks,

Ruchelle Ellison
Fiscal Manager
South Carolina Lieutenant Governor's Office on Aging
1301 Gervais Street, Suite 350
Columbia, SC 29201
Phone 803-734-9883 Fax 803-9886
rellison@aging.sc.gov

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From: Molina, Karen (ACL/CMB) [<mailto:Karen.Molina@acl.hhs.gov>]
Sent: Friday, October 24, 2014 12:26 PM
To: Zavoras, Catherine
Cc: Ellison, Ruchelle
Subject: RE: Close out documents

Hi Cat,

Any updates on this request?

Thank you,
Karen

From: Zavoras, Catherine [<mailto:cZavoras@aging.sc.gov>]
Sent: Wednesday, October 22, 2014 11:07 AM
To: Molina, Karen (ACL/CMB)
Cc: Ellison, Ruchelle
Subject: RE: Close out documents

Can't get it done by then...Director has to sign and he is out of the office until tomorrow. Ruchelle Ellison, our Finance Manager, already came by to see me and she will address with him tomorrow. She has access to the grant system, so as long as she can access the Model Approaches Grant, we should be able to do it asap. Getting it done tomorrow is our goal. If we have any problem accessing the grant, will let you know.

I am including Ruchelle on the email to keep her in the loop.
Thanks again, Karen.

Best regards,
Cat

Catherine S. Zavoras
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From: Molina, Karen (ACL/CMB) [<mailto:Karen.Molina@acl.hhs.gov>]
Sent: Wednesday, October 22, 2014 8:54 AM
To: Zavoras, Catherine
Subject: RE: Close out documents

Thanks Cat! If we could get this resolved by COB today, it would be great!!! Thank you.

From: Zavoras, Catherine [<mailto:cZavoras@aging.sc.gov>]
Sent: Wednesday, October 22, 2014 8:44 AM
To: Molina, Karen (ACL/CMB)
Subject: RE: Close out documents

Hi Karen.

Thanks!

You sent this to me back in April and I sent it forward to our Director/finance folks. I have just forwarded all of this to them as well as my correspondence from 4/15/14. I will follow up and get this resolved. Thanks so much.

Cat

Catherine S. Zavoras

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From: Molina, Karen (ACL/CMB) [<mailto:Karen.Molina@acl.hhs.gov>]
Sent: Tuesday, October 21, 2014 3:39 PM
To: Zavoras, Catherine; Kester, Tony; Ellison, Ruchelle
Cc: Soroka, Valerie B. (ACL/AOA)
Subject: Close out documents
Importance: High

Hi Cat,

I hope you are doing well. I want to follow up on this closeout action I started at the beginning of the year.

This grant closed on 8/31/13 and we are in the process of closing it in the system. In order to close this grant we need a copy of the cumulative final 425 and a signed copy of the property disposition form.

Are you the correct person to provide me with this information? If not please let me know who is so I can reach out to them for these documents.

Thank you,
Karen